

NEWBURYPORT SCHOOL COMMITTEE

NEWBURYPORT, MASSACHUSETTS

School Committee
Organizational & Business Meeting

Tuesday, January 3, 2023

6:30PM

SC Packet Checklist: SC Organizational / Business Meeting Agenda 1-03-2023
SC Organizational / Business Meeting Agenda Notes 1-03-2023
SC Member Ethics Policy (BCB)
SC Operating Principles & Norms of Interaction Policy (BCC-BCD)
SC Review & Acceptance Sign-off
2023 Subcommittee Assignments
Walkers & Riders Policy EEAA (original & revision)
Dress Code Policy JICA (original & revision)

Newburyport Public Schools
Newburyport, MA
School Committee Organizational / Business Meeting
Tuesday, January 3, 2023

6:30 PM, Senior/Community Center, 331 High Street, Newburyport, MA 01950

The Mission of the Newburyport Public Schools, the port where tradition and innovation converge, is to ensure each student achieves intellectual and personal excellence and is equipped for life experiences through a system distinguished by students, staff, and community who: - practice kindness and perseverance - celebrate each unique individual - value creativity; experiential, rigorous educational opportunities; scholarly pursuits; and life-long learning - provide the nurturing environments for emotional, social, and physical growth - understand and embrace their role as global citizens.

Please note: The listing of matters are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law. The meeting will be televised locally live on Comcast Channel 9 & streamed via <https://ncmhub.org/share/channel-9/>.

Organizational Meeting Agenda:

1. Call to Order
2. *Viva-Voce Vote for 2023 Vice-Chair
3. *Viva-Voce Vote for 2023 Designee, and Alternate Designee, to sign Payroll & Vouchers
4. School Committee MA State Ethics (BCB)
5. Operating Principles & Norms of Interaction Policy (BCC-BCD)
6. 2023 Subcommittee assignments

Adjournment

Business Meeting Agenda:

1. Call to Order
2. Public Comment
3. Student & Staff Recognitions
*** short recess (2-3 minutes) ***
4. *Consent Agenda (warrants) – possible Vote
5. Student Representative Report
6. Special Education Programming Update
7. *Policy Revisions: a. Revision to Walkers & Riders Policy EEAA – **2nd read** – possible Vote
 b. Revision to Dress Code Policy JICA – **2nd read** – possible Vote
8. Assistant Superintendent's Report
9. Superintendent's Report
10. New Business
11. Executive Session - Vote *For the purpose of discussing contract negotiations, possible litigation and legal matters, and not to reconvene in Open Session.*

*Possible Vote

Adjournment

***The School Committee reserves the right to call **executive session**, as provided under Chapter 30A, Section 21(a)(2), of the General Laws to discuss strategy sessions in preparation for negotiations, collective bargaining and/or potential litigation.

**Newburyport School Committee
Organizational / Business Meeting Agenda Notes**

**Tuesday, January 3, 2023
6:30PM @ Senior/Community Center, 331 High Street, Newburyport, MA 01950**

AGENDA NOTES

The listing of matters are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law. The meeting will be televised locally live on Comcast Channel 9 or stream via <https://ncmhub.org/share/channel-9/>.

Organizational Meeting Agenda:

2. *Viva-Voce Vote for 2023 Vice-Chair
3. *Viva-Voce Vote for 2023 Designee, and Alternate Designee, to sign Payroll & Vouchers
4. School Committee MA State Ethics (BCB) – *(acknowledge receipt, review & sign off)*
5. Operating Principles & Norms of Interaction Policy (BCC-BCD) – *(acknowledge receipt, review & sign off)*
6. 2023 Subcommittee assignments - *Mayor Sean Reardon will review the assignments.*

Business Meeting Agenda:

3. Student & Staff Recognitions

Three students from the Bresnahan Elementary School will be recognized for being outstanding members of the classroom community. They are very hard workers, kind and respectful, and always willing to help all students & staff: Juliet Swift (gr 2), Penelope Misa (gr 2), and Grant Winters (gr 3). PE teacher Matt Vallie is being recognized for going far beyond the job description to do what's right for kids by starting an advocate / mentor program at the Bresnahan Elementary School during his own free time.

***** short recess (2-3 minutes) *****

4. ***Consent Agenda** (warrants) – *possible Vote*
5. **Student Representative Report:** *NHS students Olivia Hansen & Avery Hochheiser will provide the report.*
6. **Special Education Programming Update:** *Wes Pierce, Director of Pupil Services, will provide an update pertaining to language-based instruction and strategies-based instruction.*
7. ***Policy Revisions:**
 - a. Revision to Walkers & Riders Policy EEAA – **2nd read** – *possible Vote*
 - b. Revision to Dress Code Policy JICA – **2nd read** – *possible Vote*
8. **Assistant Superintendent's Report:** *Lisa-Marie Ippolito will provide a Curriculum update.*
9. **Superintendent's Report:** *Sean Gallagher will provide a Budget update.*
10. **New Business**
11. **Executive Session - Vote** *For the purpose of discussing contract negotiations, possible litigation and legal matters, and not to reconvene in Open Session.*

FYI: Upcoming Dates:

- ✓ **NHS School Council meeting:** Tuesday, January 10 @ 5:00PM
- ✓ **Nock Winter Concert:** Wednesday, January 11 @ 6:30PM
- ✓ **Staff Development Day / no students:** Friday, January 13
- ✓ **Martin Luther King Holiday / no school:** Monday, January 16
- ✓ **School Committee Business Meeting/Retreat:** Tuesday, January 17 @ 5:30PM

*Possible Vote

SCHOOL COMMITTEE MEMBER ETHICS

Section B: School Committee Governance and Operations	File: BCB
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The acceptance of a Code of Ethics implies the understanding of the basic organization of School Committees under the Laws of the Commonwealth of Massachusetts. The oath of office of a School Committee member binds the individual member to adherence to those State Laws which apply to School Committees since School Committees are Agencies of the State.

This Code of Ethics delineates three areas of responsibility of school committee members:

1. Community responsibility;
 2. Responsibility to school administration; and,
 3. Relationship to fellow committee members.
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1. A School Committee member in his/her relations with his/her community should:
 - a) Realize that his/her primary responsibility is to the children.
 - b) Recognize that his/her basic function is to the policy-making and not administrative.
 - c) Remember that he/she is one of a team and must abide by, and carry out, all committee decisions once they are made.
 - d) Be well informed concerning the duties of a committee member on both a local and state level.
 - e) Remember that he/she represents the entire community at all times.
 - f) Accept the office as a committee member as a means of unselfish service with no intent to "play politics," in any sense of the word, or to benefit personally from his/her committee activities.
 - g) Remember and make clear that they speak as individuals, and not for the committee as a whole.
 2. A School Committee member in his/her relations with his/her school administration should:
 - a) Endeavor to establish sound, clearly-defined policies which will direct and support administration.
 - b) Recognize and support the administrative chain of command and refuse to act on complaints as an individual outside the administration.
 - c) Act only on the recommendations of the chief administrator in all matters of employment or dismissal of school personnel.
 - d) Give the chief administrator full responsibility for discharging his professional duties and hold him/her responsible for acceptable results.
 - e) Refer all complaints to the administrative staff for solution and only discuss them at committee meetings if such solutions fail.
 3. A School Committee member in his/her relations to his/her fellow committee members should:
 - a) Recognize that action at official meetings is binding and that he/she alone cannot bind the committee outside of such meetings.
 - b) Realize that statements or promises should not be made regarding how they will vote on matters that will come before the committee.
 - c) Uphold the intent of Executive Sessions and respect the privileged communication that exists in executive sessions.
 - d) Not withhold pertinent information on school matters or personnel problems.
 - e) Make decisions only after all facts on a question have been presented and discussed.

References:

SOURCE: MASC

Version Control

Action	Date
First Reading	7/22/2016
Second Reading	9/6/2016
Adopted	9/6/2016
Revised	5/3/2021

SCHOOL COMMITTEE OPERATING PRINCIPLES & NORMS OF INTERACTION

Section B: School Committee Governance and Operations	File: BCC-BCD
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The School Committee will:

1. Represent the needs and interests of all students in the district, striving to represent common interests rather than factions. We will make decisions that are best for students in all cases: all means all.
2. Exercise leadership in vision, planning, policy making, evaluation, and advocacy on behalf of the students and district, not in managing the day-to-day operations of the district.
3. We will communicate positively about other school committee members, staff, and the system. As advocates for Newburyport Public Schools and public education, we readily accept our roles promoting support for public education and spreading the news of our success.
4. Conduct its business through a set agenda. Emerging items will be addressed in subsequent meetings through agenda items, with the exception of items that are time sensitive or require urgent attention.
5. Provide full disclosure. Each member will provide input, encouragement, express concerns and positions rather than withhold information from other members. When a school committee member feels that there has not been full disclosure, an objective process for revisiting the issue will be used.
6. Maintain an open environment where each member is empowered to freely express opinions, concerns, and ideas. School committee members will engage in active listening to clarify and restate discussions in order to strive for full understanding. We will provide continuing education opportunities and support to each other, striving to build trusting relationships.
7. Keep an open mind and accept that they can change their opinions by recognizing that they are not locked into their initial stated positions.
8. Make decisions on information and not on personalities. School committee members will act with the best information available at the time considering data, the superintendent's recommendations, proposals, and suggestions. School committee members will strive to make the best decisions at the time, without waiting for the perfect decision.
9. Debate the issues, not one another. The school committee will engage in critical and creative thinking, expecting all school committee members to freely offer differing points of view as part of the discussion, prior to making a school committee decision.
10. Be clear about, and stay true to, the role of the school committee. Not take unilateral action. A committee member's authority is derived through the majority of the school committee acting as a whole during an open public meeting. We will reach decisions by consensus, and individual members will publicly abide by those decisions, speaking with one voice, once a vote is taken. We will recognize a single official "voice" of the school committee.
11. Attend meetings on time and well prepared to discuss issues on the agenda, and will be prepared to make decisions, striving for efficient decision making.
12. Strive to have no surprises for the committee or superintendent. Surprises will be the exception. All members will provide and receive the same information in a timely manner.
13. Respect all persons presenting to the school committee.
14. Follow the chain of command and direct others to do the same. Personnel complaints and concerns will be directed to the superintendent.
15. Review and revise operating principles, as needed, as part of the school committee's self-evaluation.

16. Recognize that all communications created and received to our district email accounts are public documents, unless a specific statutory exemption applies.
17. Refrain from reading or sending electronic communications, and remain off of all social media platforms during meetings, in the interest of transparency.

References:

SOURCE: Newburyport School Committee

Version Control

Action	Date
First Reading	7/22/2016
Second Reading	9/6/2016
Adopted	9/6/2016
Revised	5/3/2021

Newburyport School Committee

The School Committee has been given the following policies:

School Committee Member Ethics Policy (BCB)

School Committee Operating Principles & Norms of Interaction Policy (BCC/BCD):

These policies have been reviewed and accepted at the Organizational School Committee meeting held on _____.

Mayor Sean Reardon, Chair

Sarah Hall, Vice Chair

Brian Callahan

Steven P. Cole

Bruce Menin

Juliet Walker

Breanna Higgins

2023 Newburyport School Committee Subcommittee Assignments

Finance

Brian Callahan *Chair*

Sarah Hall

Steve Cole

Policy

Juliet Walker *Chair*

Bruce Menin

Steve Cole

CISL

Breanna Higgins *Chair*

Juliet Walker

(Bruce Menin)

will be added when new subcommittee official

Superintendent Evaluation

Bruce Menin

Sarah Hall

Newburyport Education Foundation- Brian Callahan (appointed by NEF)

SEPAC- Sarah Hall

WALKERS AND RIDERS

Section E: Support Services

File: EEAA

Students will be entitled to transportation to and from school at the expense of the public schools when such transportation conforms to applicable provisions of the Massachusetts General Laws.

Newburyport Schools will provide transportation for students as follows:

- Students eligible for mandated (Free) transportation including the following:
 - All students in Kindergarten through grade 6 that live 2 or more miles from school
 - All students who qualify for free and reduced lunch
 - students with special needs for whom transportation must be provided
- Any other students are eligible for ridership by paying the transportation fees set each year by the School Committee
 - All students in Kindergarten through grade 6 that live 2.0 Miles and under from school
 - All students in grades 7-12

Exceptions to these guidelines may be made at the discretion of the Superintendent. This will apply particularly to any student who must travel in a hazardous area to and from school.

The School Committee requires that all students, regardless of pay-status to register for transportation and receive their bus pass.

As a school district we encourage students to use alternative transportation (walking and biking) and support Safe Routes to School Initiative

SOURCE: MASC August 2016

LEGAL REFS.: M.G.L. [40:5](#); [71:7A](#); [71:68](#); [71B:5](#)

CROSS REF.: [EEA](#), Student Transportation Services

Version Control

Action	Date
First Reading	2/5/2018
Second Reading	2/27/2018
Adopted	2/27/2018

WALKERS and RIDERS (POLICY EEAA)

Students will be entitled to transportation to and from school at the expense of the public schools when such transportation conforms to applicable provisions of the Massachusetts General Laws.

Newburyport Schools will provide free transportation for students as follows:

~~Students eligible for mandated (Free) transportation including the following:~~

- All students in Kindergarten through grade 6 that live 2.5 or more miles from school
- ~~All students who are eligible qualify for free or reduced lunch~~
- Students with special needs for whom transportation must be provided

Commented [1]: MASC "for students with special needs whose IEP require it"

~~Additionally, Any the following other~~ students are eligible for bus ridership by paying the transportation fees set each year by the School Committee as follows:

- All students in Kindergarten through grade 6 that live less than 2.01.5 mMiles ~~and under~~ from school
- All students in grades 7-12

Students who qualify as low income (2022-present) as defined by the Massachusetts Department of Elementary and Secondary Education (DESE) shall not be required to pay a fee.

Exceptions to these guidelines may be made at the discretion of the Superintendent. This will apply particularly to any student who must travel in a hazardous area to and from school.

The School Committee requires that all students who will be using school transportation, regardless of pay-status, ~~to~~ register for transportation and receive their bus pass.

The School District will strive to support walking, bicycling, and other forms of active transportation to and from school and will participate in the Massachusetts Safe Routes to School Program.

~~As a school district we encourage students to use alternative transportation (walking and biking) and support Safe Routes to School Initiative~~

STUDENT DRESS CODE

Section J: Students

File: JICA

Students, teachers and administrators of Newburyport schools are expected to dress in a manner that is appropriate for a place of work or study. By "appropriate" the School Committee means that we require dress that is non-destructive to school property, that complies with sound health practices and that does not distract from the educational process. Teachers and administrators also have an obligation to serve as role models for students in the manner of their dress. While it is not practical to publish a definitive list of requirements or prohibitions, the following guidelines should be followed:

- Hats will not be worn or carried on one's person in school.
- Midriffs and backs should be covered.
- Clothing may not bear inappropriate words, pictures, promote drugs and/or alcohol

Any staff member who feels that a student is inappropriately dressed may send the student to the Main Office, where the Principal or Associate Principal will make the final determination regarding the dress. Students will be given an opportunity to change into appropriate clothing. Refusal to comply, or any act of defiance is a disciplinary matter.

References:

Source: Newburyport School Committee

Version Control

Action	Date
First Reading	6/5/2017
Second Reading	6/19/2017
Adopted	6/19/2017

STUDENT DRESS CODE

Section J: Students	File: JICA
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The right of students to freedom of expression in the public schools of the commonwealth shall not be abridged, provided that such right shall not cause any disruption or disorder within the school. ~~Students, teachers and administrators of Newburyport schools are expected to dress in a manner that is appropriate for a place of work or study.~~ The responsibility for appropriate dress and appearance of students will rest with individual students and parents. Students shall have a right to express themselves by the dress and hair style of their own choosing provided students meet their responsibility to dress and groom in a manner that conforms to the reasonable and acceptable standards of health, safety and cleanliness. ~~By "appropriate" the School Committee means that we require dress that is non-destructive to school property, that complies with sound health practices and that does not distract or cause disruption to from t~~he educational process. Teachers and administrators also have an obligation to serve as role models for students in the manner of their dress. While it is not practical to publish a definitive list of requirements or prohibitions, the following guidelines should be followed:

- ~~Hats will not be worn or carried on one's person in school.~~
- ~~Midriffs and backs should be covered.~~
- Clothing may not bear inappropriate words ~~or~~ picture ~~ors~~, promote drugs and/or alcohol.

Any staff member who feels that a student is inappropriately dressed may send the student to the Main Office, where the Principal or Associate Principal will make the final determination regarding the dress. Students will be given an opportunity to change into appropriate clothing. Refusal to comply ~~with the dress code may result in disciplinary consequences. or any act of defiance is a disciplinary matter.~~

References:

Source: Newburyport School Committee

Version Control

Action	Date
First Reading	6/5/2017
Second Reading	6/19/2017
Adopted	6/19/2017